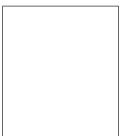


DRAFT

FURNITURE STRATEGY ALTERNATIVES

1. Each component order own furniture
 - a. each office gets what they want-highest component satisfaction
 - b. increased cost for "odd lots"
 - c. increased OL "overhead" for procurement, storage, and delivery
 - d. no standardization
 - e. may not be aesthetically pleasing or consistent
 - f. follow-on problems for stocking of furniture
2. OL order centrally using component funds
 - a. same comments as 1 above except achieve centralized control for procurement and delivery with attendant cost savings
- 2A. OL order centrally using component funds and preapproved vendor list
 - a. OL will limit number of vendors and selections
 - b. office to select from a "menu"
 - c. better cost than 1 above, but still not optimal
 - d. reduce "overhead" to a manageable level
 - e. maintains reasonable standardization
 - f. enforces reasonable aesthetic standards
 - g. reduces follow-on inventory problems
3. OL provide "fit-up" furniture packages
 - a. OL funded or component transfers funds to OL on a unit cost basis
 - b. centralized control-efficient
 - c. standardize each workstation
 - d. minimum cost
 - e. minimizes stock problems
 - f. maintains an Agency wide aesthetic standard
 - g. highest potential for component dissatisfaction

SCOTT
 Bill (C/FM) was to go
 the option 3 needs need be.
 el think you can explain to
 him the information NBOO
 has to allow him to implement
 this strategy i.e. component
 reports + EXHIBIT 1404 info
 on number + types of worksta-
 tions for USDP needs and how, why
 don't you have a sample in
 (see for OL) to show the
 people what's available.



6/5

STAT